

AGREEMENT BILLING INFO

- Reachable through “Billing Info” button.
- Agreement level billing information that will get applied to all bills for this agreement.
- This includes:
 - Vendor address, and contact information.
 - Vendor Code
 - Administrative account charging information.
 - APHIS division and budget analyst information.

Billing Address and Info

* Indicates a required field

To set up billing information for bills of this agreement, fill in the fields below and click save to save the information.

Agreement Number: 06-1000-09809-RA
Accounting Code: 6521001001
Cooperator: A-Mark Pest Management

Enter billing information data.

Bill to:

Company Name: seditdscf Contact Person: [Field]
Address Line 1: fasdf
Address Line 2: [Field]
City: fasdf State: [Dropdown] Zip Code: [Field]
Country: [Dropdown] Email: [Field]
Phone: [Field] Fax: [Field] Vendor Code: [Field]
Admin Account Code: 5751000000 Admin Account Percentage: 13.90 % Additional Account: [Field]

Enter APHIS Division information data.

Sent from: [Field]
Division: feditdscf
Address Line 1: adf
Address Line 2: [Field]
City: fasdf State: [Dropdown] Zip: [Field]
Name: fasdfsdaf Phone: 444-333-2222
Save Cancel

Address Information

Administrative Charges

APHIS Division Billing Info

There are two administrative charges that can be applied to bill on Billing Info page:

1. Admin account: Accounting code that will be charged for admin purposes.
 - For direct charging, it will be calculated from the total bill amount using the entered percentage and can also be changed while generating a bill.
 - For flat billing it will be entered in Dollar Allocation screen.
2. Additional account: Additional accounting code that can be charged while generating a bill. For example, vehicle charges.

Admin Account Code: 5751000000 Admin Account Percentage: 13.90 % Additional Account: [Field]

Admin account code

Additional account code